



North Carolina Department of Health and Human Services
Division of Mental Health, Developmental Disabilities and Substance Abuse Services
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Michael F. Easley, Governor
Carmen Hooker Odom, Secretary

Michael Moseley, Director

September 23, 2005

MEMORANDUM

TO: Area Directors

FROM: Mike Moseley

A handwritten signature in black ink, appearing to read "Mike Moseley".

RE: CDW Changes

The Division of Mental Health, Developmental Disabilities, and Substance Abuse Services has reviewed all existing data reporting requirements to the Division's Client Data Warehouse (CDW). After a thorough review process that included local management entity representatives and the Division's Executive Leadership Team a new set of reporting requirements have been established that will be effective with all data that carries a transaction date (admission date, effective date, etc.) of January 1, 2006 and thereafter.

Highlights of some of the changes include:

- (1) The addition of a screening record (record type 71) that collects limited information on clients who are screened and deemed to have a MH/DD/SAS problem.
- (2) Changing data fields to discontinue/optional (Ability To Pay, for example) if that field proved to be seldom used.
- (3) Changing some data fields to mandatory (zip code, discharge living arrangement, for example) if that field had a proven use for meeting state or federal reporting requirements.
- (4) Requiring the submission of a diagnostic record for clients who do not have a paid claim (Non-UCR, private pay, TNC, for example).

A complete detailing of all changes may be found in the new CDW Data Dictionary Version 1.6 and the new CDW Technical Specification Version 1.8. These documents may be found on the Division's web page. <http://www.dhhs.state.nc.us/mhddsas/manuals/index.htm> under Other APS documents.



Please review the new data dictionary and technical specifications carefully. Should you have questions or need additional information. Please contact Deborah Merrill at Deborah.Merrill@ncmail.net or Jeannette Barham at Jeannette.Barham@ncmail.net

Thank you for your compliance with these reporting requirements.

Ddm

cc: Carmen Hooker Odom
Allen Dobson, MD
Executive Leadership Team
Management Leadership Team
State Facility Directors
Carol Duncan Clayton
Patrice Roesler
MH Commission Chair
Coalition 2001 Chair
SCFAC Chair

